

Approved For Release 2001/08/07 : CIA-RDP79-00498A000100130023-1
ADMINISTRATIVE - INTERNAL USE ONLY

20 November 1975

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : Office of General Counsel Space Requirements

1. Attached is a further projection of space requirements for the Office of General Counsel through March 1, 1976. John Warner trusts that these can be incorporated into any overall space planning which your people are doing as far as reallocation of space in the Headquarters Building is concerned.

2. Not included in this document is the fact that for a short period of time (December 1975 and January 1976), the Office of General Counsel has agreed to provide an office for [REDACTED] the DCI Area Security Officer, who has yet to have a permanent office since his assignment to this position. I fervently hope that whatever solutions to current DCI Area space problems are found, an office for [REDACTED] adjacent to the current DCI Admin space (7C-25) can be allocated in the near future. The current situation is most unsatisfactory.

STATINTL

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[REDACTED]
Administrative Officer, DCI

Attachment

Memo to AO/DCI from EO/OGC
dtd 18 Nov 75; Subject: Request
for Additional Space for OGC

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STATINTL

Next 1 Page(s) In Document Exempt

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OGC Space Requirements

File Bldg & Hrs-9

FROM:

Administrative Officer, DCI
7C-17, Hqs.

EXTENSION

NO.

DD/A 75-5554

DATE

STATINTL

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. A/Deputy Director for Administration

22 NOV 1975

J

2. DDA

24 NOV 1975

J

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

2to 10:
Mike:

Your baby! Get together with LSD
and let's see how it looks.

Distribution:

Orig RS - D/OL w/Orig of Att
1 RS - DD/A Subject w/o Att & back
1 RS - JFB Chrono w/o Att ground

15.

DD/A:J/Blake:der (24 November 1975)

We could give them
GCO 3 Computer Center
to help out!!!

OGC putting up a
notice for space
for 5 more lounges
and 3 support personnel
(seats presumably) —
plus increased space for
Library — plus space
for CRT & microfiche
reader printer.

21 NOV 1975

ATT: DD/A 75-5554

1010

Mike

Your baby! Get

together with LSD

Let's see how it

24 NOV 1975
STATINTL

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM					
UNCLASSIFIED		CONFIDENTIAL		SECRET	
OFFICIAL ROUTING SLIP					
TO	NAME AND ADDRESS		DATE	INITIALS	
1	DD/A - 7D26 Hqs.		1 JUL 1975	JS	
2	[REDACTED]				
3	General Counsel Room 7D-01				
4	Headquarters				
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
DD/A 75-3099					
Remarks: <i>John</i> <i>Can you give me</i> <i>a time period when</i> <i>you expect the 5</i> <i>Days + 2 months?</i> <i>See 93</i>					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
General Counsel				6/30/75	
UNCLASSIFIED		CONFIDENTIAL		SECRET	

FORM NO. 237 Use previous editions

* GPO : 1974 O - 535-857

(40)

DD/A 75-3099

DD/A Registry

File Bldg + 6-2

STATINTL

DD/A 75-3099 - General Counsel Memo to DD/A, dtd 30 June 1975,
 Subj: Office Space for OGC

Distribution:

Original - Returned to OGC by hand

1 - DD/A Subject

1 - JFB Chrono

DD/A:JFBBlake:der (1 July 1975)

DD/A 75-3099

30 June 1975

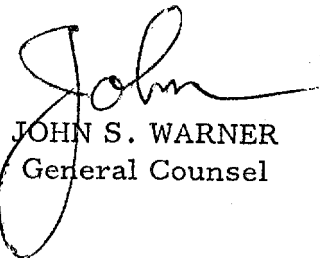
MEMORANDUM FOR: Deputy Director for Administration

SUBJECT: Office Space for OGC

Jack:

1. Prior to my memorandum of 23 June 1975 you had allocated some additional space in the 7th floor corridor opposite 7C24. This space and the main office were intended to accommodate 28 people.

2. As you know, I am having the Department of Justice conduct a survey to make a judgment on additional lawyers required. I fully anticipate that they will recommend at least 10 more lawyers and thus there will be a needed additional five secretaries. As mentioned in my 23 June memorandum, I am in the process of recruiting five of these lawyers and two secretaries pending the outcome of the Justice survey.


JOHN S. WARNER
General Counsel

cc: AO/DCI

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OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	<i>D/Logistics</i>		
2	Director of Logistics Room 1206 Ames Bldg.		
3			
4			
5			
6			

ACTION	DIRECT REPLY	PREPARE REPLY
APPROVAL	DISPATCH	RECOMMENDATION
COMMENT	FILE	RETURN
CONCURRENCE	INFORMATION	SIGNATURE

DD/H 175-3099

Remarks:

*Make
Forwarded in
connection with
an spec discussion
of the other day per B*

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.

DATE

Deputy Director for Administration
7D26

2 JUL 1975

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